



# Uniform Crime Reporting

## National Incident-Based Reporting System

### **Addendum to the NIBRS Volumes:**

**Volume 1: *Data Collection Guidelines***

**Volume 2: *Data Submission Specifications***

**Volume 4: *Error Message Manual***

## Addendum to the National Incident-Based Reporting System (NIBRS) Volumes Based on SEARCH Recommendations

The Uniform Crime Reporting (UCR) Program's *State Program Bulletin* 99-2 dated June 23, 1999, announced that the FBI is adopting five recommendations concerning the National Incident-Based Reporting System (NIBRS) that were submitted and accepted through the Criminal Justice Information Services (CJIS) Advisory Process. The recommendations are directed toward easing implementation at the local level for agencies encountering difficulties complying with the full NIBRS requirements. Based upon the impact to their individual systems, state UCR Program managers may elect to adopt none, some, or all of the recommendations. Those state UCR Programs who opt to use the modifications can implement them on an agency-by-agency basis. **Those agencies who choose to retain full NIBRS compliance should make no system changes.** The FBI system was modified to accept the new format as of January 1, 2000. Following are the recommendations and the planned approaches to implementation.

### **Recommendation 1: Allow agencies to report as few as two victim-to-offender relationships per victim.**

Approach for Recommendation 1: NIBRS edits have been adjusted to permit recording relationships for only two offenders for each victim of a Crime Against Person or a robbery. That is, reports showing three or more offenders in the Offender Segment will be rejected only if fewer than two relationships are reported for any victim. The requirement for information for all offenders, however, will be retained for the Offender Segment.

Should this method of reporting be adopted, reporting agencies should relate the two primary offenders for each victim. The choice of primary offenders should be based on their degree of involvement in the offense against the designated victim. Accomplices should be reported last even though they may be close relatives of the victims. The primary offenders may be different for each victim.

### **Modified Victim Segment Edit**

#### **38. A VICTIM MUST BE CONNECTED TO AT LEAST TWO OFFENDERS**

When a victim is connected to a Crime Against Person or Robbery UCR Offense Code and there are multiple offenders submitted, at least two of the Offender Sequence Numbers (Data Element 36) must be entered in Data Element 34 (Offender Numbers to be Related). If all offenders are being connected to the victim and there are more than 10 offenders, use the 10 closest in relationship to the victim. In other words, if there were 15 offenders and 14 were neighbors and 1 was the brother, ensure that the brother was 1 of the 10 offenders entered. If all offenders are not being connected to the victim, reporting agencies should relate at a minimum the two primary offenders for each victim. The choice of primary offenders should be based on their

degree of involvement in the offense against the designated victim. Accomplices should be reported last even though they may be close relatives of the victim. The primary offenders may be different for each victim.

(085)

### **Modified Error Number and Message**

#### **085      WHEN CONNECTED, EACH VICTIM MUST BE CONNECTED TO AT LEAST TWO OFFENDERS**

When a victim is connected to a Crime Against Person or Robbery UCR Offense Code and multiple offenders are submitted, at least two Offender Sequence Numbers (Data Element 36) must be entered in Data Element 34 (Offender Numbers to be Related). In this case the victim segment does not show a relationship of at least two offenders when two or more offenders were submitted.

**Recommendation 2: Allow agencies to impute the value of Location Type (Data Element 9) to individual offenses.**

**Recommendation 3: Allow agencies to impute the value of Bias Motivation (Data Element 8a) to individual offenses.**

**Recommendation 4: Allow agencies to impute the value of Offenders Suspected of Using (Data Element 8) to individual offenses.**

Approach for Recommendations 2, 3, & 4: This is a policy clarification; therefore, no system changes to NIBRS are necessary. These recommendations address situations in which local records systems capture only one location or bias motivation per incident or those that capture offender alcohol/drug/computer usage only at the incident or offender level. In such situations, assigning the known value to each offense comprising an incident is permissible. Because illogical combinations can sometimes result from these types of imputations, agencies should be alert for invalid report values.

**Recommendation 5: Allow agencies to treat the following Group “A” offenses as if they were Group “B” offenses, reporting only information on persons arrested (in addition to an incident number):**

#### **Drug/Narcotic Offenses**

- \*      **Drug/Narcotic Violations (35A) - Requires agencies to report Data Element 12, Type Criminal Activity, and Data Element 20, Drug Type.**
- \*      **Drug Equipment Violations (35B)**

#### **Gambling Offenses**

- \*      **Betting/Wagering (39A)**
- \*      **Operating/Promoting/Assisting Gambling (39B)**

- \* **Gambling Equipment Violations (39C)**
- \* **Sports Tampering (39D)**

### **Pornography/Obscene Material (370)**

### **Prostitution Offenses**

- \* **Prostitution (40A)**
- \* **Assisting or Promoting Prostitution (40B)**

### **Weapon Law Violations (520)**

Approach for Recommendation 5: A new Segment Action Type S has been added to the Arrestee Segment to accommodate Stand-Alone Arrests for the designated offenses. All of the designated offenses will require an Arrestee Segment and an incident number. Drug/Narcotic Violations will also require Type Criminal Activity and Suspected Drug Type (Data Elements 12 and 20).

This approach allows the reporting agency to submit the entire Group “A” Incident Report or the Stand-Alone Arrest Report. The offenses will remain Group “A” offenses, and the desired level of submission will be the complete Group “A” Incident Report.

### **Segment Action Types for Stand-Alone Arrests**

For participants choosing to use the Stand-Alone Arrest Submission to report arrest information for specified offenses, the following SEGMENT ACTION TYPES should be used:

S = STAND-ALONE ARREST (Level 6)

Use this to make the initial arrest submission.

D = DELETE REPORT (Level 6):

Use this to delete an Arrest Report that was previously sent to the FBI as a Stand-Alone Arrest.

### **Modification to the Arrestee Segment (Level 6):**

An Arrestee Segment may be D = Deleted only if it had previously been submitted as a Segment Action Type W = Time-Window Submission or Segment Action Type S = Stand-Alone Arrest Submission.

The following record layout provides an explanation of each data field, the record position, the data length, their attributes, and a description of the corresponding data values.

### **DATA**

<b><u>FLD. NUM.</u></b>	<b><u>RECORD POSITION</u></b>	<b><u>DATA LEN.</u></b>	<b><u>ATTR.</u></b>	<b><u>DESCRIPTION</u></b>
	1-4	4	B	<u>RECORD DESCRIPTOR WORD (RDW)</u>  Must have a BINARY value of 110 in positions 1 and 2 and BINARY zeros in positions 3 and 4. For disks, enter numeric 0110. When participants report a Segment Action Type S, the value would be the binary value of 116, or for disks enter numeric 0116.
	5	1	A	<u>SEGMENT LEVEL</u>  Designates this as an Arrestee Segment. Valid Code: 6.
	6	1	A	<u>SEGMENT ACTION TYPE</u>  Valid Codes: I, A, M, D, W, and S.
	7-8	2	A	<u>MONTH OF TAPE</u> (01-12)  Depending on unload procedures, this is either the month of the update activity or the month the magnetic media, e.g., the tape, was created. Refer to subsection 4 (Creation of Monthly Magnetic Media).
	9-12	4	A	<u>YEAR OF TAPE</u> - e.g., 1999  Year in which the Month of Tape falls.
	13-16	4	A	<u>CITY INDICATOR</u>  This field is used for cities submitting directly to the FBI because the state <u>does not</u> participate in NIBRS.  Valid Code: The FBI will assign a <i>participation</i> indicator for those agencies meeting the requirements for direct submission to the FBI.

<b><u>DATA FLD. NUM.</u></b>	<b><u>RECORD POSITION</u></b>	<b><u>DATA LEN.</u></b>	<b><u>ATTR.</u></b>	<b><u>DESCRIPTION</u></b>
1	17-25	9	A	<u>ORI/FID NUMBER</u>

Valid NCIC ORI number. For state/local agency submissions, the last two positions must be 00. Federal departments must use their assigned two-character Federal Identifier Code.

2	26-37	12	A	<u>INCIDENT NUMBER</u>
				Left-justified with blank right-fill.
40	38-39	2	A	<u>ARRESTEE (SEQUENCE) NUMBER</u>
				Valid Values: 01-99
41	40-51	12	A	<u>ARRESTEE (TRANSACTION) NUMBER</u>
				Left-justified with blank right-fill.
42	52-59	8	A	<u>ARREST DATE</u>
				In the format of YYYYMMDD, e.g., 19991122.
43	60	1	A	<u>TYPE OF ARREST</u>
				Valid Codes: O, S, and T.
44	61	1	A	<u>MULTIPLE ARRESTEE SEGMENTS INDICATOR</u>
				Valid Codes: M, C, and N.
45	62-64	3	A	<u>UCR ARREST OFFENSE CODE</u>
				Valid Code: Refer to Volume 1: <i>Data Collection Guidelines</i> , section IV (Offense Codes).

<b><u>DATA FLD. NUM.</u></b>	<b><u>RECORD POSITION</u></b>	<b><u>DATA LEN.</u></b>	<b><u>ATTR.</u></b>	<b><u>DESCRIPTION</u></b>
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**NOTE:** Data Element 46 occurs two times.

46	65-66	2	A	<u>ARRESTEE WAS ARMED WITH</u> (#1)
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Valid Codes: 01 and 11-17.

	67	1	A	<u>AUTOMATIC WEAPON INDICATOR</u> (#1)
				Enter “A” if the weapon entered above is automatic.
46	68-69	2	A	<u>ARRESTEE WAS ARMED WITH</u> (#2)
				Valid Codes: 01 and 11-17.
	70	1	A	<u>AUTOMATIC WEAPON INDICATOR</u> (#2)
				Enter “A” if the weapon entered above is automatic.
47	71-74	4	A	<u>AGE OF ARRESTEE</u>
				For an exact age use only positions 71 and 72 (leave 73 and 74 blank) and enter age in years as 01-98, or 99, or 00; or use positions 71-74 for an age range such as <u>25</u> to <u>30</u> (2530).
				If an age range is entered and the <u>low</u> age is juvenile and the <u>high</u> age is adult and the <u>average</u> age (rounded down) is juvenile, the average age should be in agreement with Data Element 52 (Disposition of Arrestee Under 18).
48	75	1	A	<u>SEX OF ARRESTEE</u>
				Valid Codes: M and F.
49	76	1	A	<u>RACE OF ARRESTEE</u>
				Valid Codes: W, B, I, A, and U.
<b>DATA FLD. NUM.</b>	<b>RECORD POSITION</b>	<b>DATA LEN.</b>	<b>ATTR.</b>	<b><u>DESCRIPTION</u></b>
50	77	1	A	<u>ETHNICITY OF ARRESTEE</u>
				Valid Codes: H, N, and U.
51	78	1	A	<u>RESIDENT STATUS OF ARRESTEE</u>

Valid Codes: R, N, and U.

52	79	1	A	<u>DISPOSITION OF ARRESTEE UNDER 18</u>
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Valid Codes: H and R.

**THE DATA THAT FOLLOW ARE APPLICABLE ONLY WHEN A SEGMENT ACTION TYPE W IS BEING SUBMITTED OR IS BEING MODIFIED:**

**DATA**

<u>FLD. NUM.</u>	<u>RECORD POSITION</u>	<u>DATA LEN.</u>	<u>ATTR.</u>	<u>DESCRIPTION</u>
	80	1	A	<u>CLEARANCE INDICATOR</u>

Valid Code: Y = Yes (clears the case)  
N = No (already cleared)

The participant must indicate whether or not this arrest produced a clearance or is an additional arrest for the previously cleared incident.

**NOTE:** Data Element 6 occurs 10 times.

6	81-83	3	A	<u>UCR OFFENSE CODE</u> (#1)
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Valid Code: Refer to Volume 1: *Data Collection Guidelines*, section IV (Offense Codes).

The original incident's offense (s) must be entered to enable the FBI to show which offense(s) were associated with the original incident.

<u>DATA FLD. NUM.</u>	<u>RECORD POSITION</u>	<u>DATA LEN.</u>	<u>ATTR.</u>	<u>DESCRIPTION</u>
	84-86	3	A	<u>UCR OFFENSE CODE</u> (#2)
	87-89	3	A	<u>UCR OFFENSE CODE</u> (#3)
	90-92	3	A	<u>UCR OFFENSE CODE</u> (#4)
	93-95	3	A	<u>UCR OFFENSE CODE</u> (#5)



96-98	3	A	<u>UCR OFFENSE CODE</u> (#6)
99-101	3	A	<u>UCR OFFENSE CODE</u> (#7)
102-104	3	A	<u>UCR OFFENSE CODE</u> (#8)
105-107	3	A	<u>UCR OFFENSE CODE</u> (#9)
108-110	3	A	<u>UCR OFFENSE CODE</u> (#10)

**THE DATA THAT FOLLOW ARE APPLICABLE ONLY WHEN A SEGMENT ACTION TYPE S IS BEING SUBMITTED:**

**DATA**

<b><u>FLD. NUM.</u></b>	<b><u>RECORD POSITION</u></b>	<b><u>DATA LEN.</u></b>	<b><u>ATTR.</u></b>	<b><u>DESCRIPTION</u></b>
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**NOTE:** Data Element 12 occurs three times.

12	111	1	A	<u>Type Criminal Activity</u> (#1)  Valid Codes: B, C, D, E, O, P, T, and U.
12	112	1	A	<u>Type Criminal Activity</u> (#2)  Valid Codes: B, C, D, E, O, P, T, and U.
12	113	1	A	<u>Type Criminal Activity</u> (#3)  Valid Codes: B, C, D, E, O, P, T, and U.

**NOTE:** Data Element 20 occurs three times.

**DATA**

<b><u>FLD. NUM.</u></b>	<b><u>RECORD POSITION</u></b>	<b><u>DATA LEN.</u></b>	<b><u>ATTR.</u></b>	<b><u>DESCRIPTION</u></b>
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20	114	1	A	<u>Suspected Drug Type</u> (#1)  Valid Codes: A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, U, and X.
20	115	1	A	<u>Suspected Drug Type</u> (#2)  Valid Codes: A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, U, and X.

20      116                      1                      A                      Suspected Drug Type (#3)

Valid Codes: A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, U, and X.

### **Modified Arrestee Segment Edit**

**46. CANNOT DELETE AN ARREST WHEN THE GROUP “A” INCIDENT REPORT IS ON THE FBI’S DATABASE**

A submission cannot be made to delete an Arrest Segment from a Group “A” Incident Report currently active in the FBI’s database. Arrestee Segments (Level 6) submitted with a Segment Action Type of D = Delete must have been previously submitted as a W = Time-Window Submission or as a S = Stand-Alone Arrest for the delete request to be valid.

(662)

### **New Data Element Edits**

**54. ONLY SPECIFIED OFFENSE CODES ARE VALID FOR STAND-ALONE ARRESTS**

Arrestee Segments (Level 6) submitted with a Segment Action Type of S = Stand-Alone Arrest must have an Arrest Offense Code of 35A, 35B, 39A, 39B, 39C, 39D, 370, 40A, 40B, or 520.

(672)

**55. STAND-ALONE ARRESTS CAN ONLY HAVE ENTRIES IN POSITIONS 111-116 WHEN THE ARREST OFFENSE IS 35A**

To use positions 111-116 of an Arrest Segment (Level 6), the Segment Action Type must be S = Stand-Alone Arrest and the Arrest Offense Code must be a 35A.

(673)

**56. AN ENTRY MUST EXIST IN POSITIONS 111-113 AND 114-116 WHEN A STAND-ALONE ARREST IS SUBMITTED WITH AN ARREST OFFENSE CODE OF 35A**

When submitting an Arrestee Segment (Level 6) with a Segment Action Type of S = Stand-Alone Arrest and an Arrest Offense Code of 35A, an entry must be made in the Type Criminal Activity (positions 111-113) and in the Suspected Drug Type (positions 114-116).

(674)

**57. GROUP “A” INCIDENT REPORT ON FILE WITH THE SAME INCIDENT NUMBER AS THE STAND-ALONE ARREST SUBMITTED**

The ORI Number/Incident Number of a submitted Arrestee Segment (Level 6) with a Segment Action Type of S = Stand-Alone Arrest cannot match an ORI/Incident Number

of a Group “A” Incident Report already in the FBI’s file.

(675)

**58. GROUP “B” ARREST REPORT ON FILE WITH THE SAME ORI/INCIDENT/ARRESTEE SEQUENCE NUMBER AS THE STAND-ALONE ARREST SUBMITTED**

The ORI/Incident/Arrestee Sequence Number of a submitted Arrestee Segment (Level 6) with a Segment Action Type of S = Stand-Alone Arrest cannot match an ORI/Incident/Arrestee Sequence Number of a Group “B” Arrest Report already in the FBI’s file.

(676)

**59. STAND-ALONE ARREST SEGMENT ALREADY ON FILE**

Each Arrestee Segment must be unique (ORI Number, Incident Number, and Arrestee Sequence Number in combination). A Stand-Alone Arrest Submission cannot have the same identifiers as an arrest already in the FBI’s file.

(677)

**Modified Error Numbers and Messages**

**662 CANNOT DELETE AN ARREST WHEN GROUP “A” INCIDENT REPORT ON FILE**

A submission was made to delete an Arrest Segment from a Group “A” Incident Report currently active in the FBI’s database. The request was rejected because Arrestee Segments (Level 6) submitted with a Segment Action Type of D = Delete must have been previously submitted as a W = Time-Window Submission or as a S = Stand-Alone Arrest Submission.

**New Error Numbers and Messages**

**672 ONLY SPECIFIED ARREST OFFENSE CODES ARE VALID FOR STAND-ALONE ARRESTS**

Arrestee Segments (Level 6) submitted with a Segment Action Type of S = Stand-Alone Arrest must have an Arrest Offense Code of 35A, 35B, 39A, 39B, 39C, 39D, 370, 40A, 40B, or 520.

**673 ACTION TYPE MUST BE S WITH ARREST OFFENSE CODE 35A TO USE POSITIONS 111-116**

To have data in positions 111-116 of an Arrestee Segment, the Action Type must be S = Stand-Alone and the arrest offense must be a 35A. Both of these conditions must be met to submit a Type Criminal Activity Code or a Suspected Drug Code as part of the Arrestee Segment (Level 6).

**674 ACTION TYPE S AND ARREST CODE 35A REQUIRE POSITIONS 111-113 AND 114-116**

An entry must be made in both the Type Criminal Activity (positions 111-113) and the Suspected Drug Type (positions 114-116) when an Arrestee Segment (Level 6) is submitted with a Segment Action Type of S = Stand-Alone Arrest and an Arrest Offense Code of 35A.

**675 GROUP “A” INCIDENT ON FILE WITH SAME INCIDENT NUMBER AS STAND-ALONE ARREST**

A Group “A” Incident Report is in the FBI’s file with the same ORI and Incident Number as submitted for this Stand-Alone Arrest. Either the arrest should be submitted as part of the Group “A” Incident report or a different incident number should be used.

**676 GROUP “B” ARREST ON FILE WITH SAME IDENTIFIERS AS THE STAND-ALONE ARREST**

A Group “B” Arrest Report is in the FBI’s file with the same ORI/Incident/Arrestee Sequence Numbers as the submitted Stand-Alone Arrest.

**677 STAND-ALONE ARREST SEGMENT ALREADY ON FILE**

The Stand-Alone Arrest Segment is already in the FBI’s file. An Arrestee Segment (Level 6) already exists for the ORI/Incident/Arrestee Sequence Numbers being submitted.

# RECORD LAYOUT WORKSHEET

Record Name: Stand-Alone Arrest Segment (Level 6) Length: 116 Record Format: VB  
 Segment Action Type = S  
 Data Set Name: UCR.NIBRS.INCIDENT.DATA Block: 32,760

RDW	L E V E L	A C T I O N	M O N T H	YEAR	CITY INDICATOR	ORI NUMBER (1)	INCIDENT NUMBER (2)	ARRESTEE SEQUENCE NUMBER (40)	ARREST TRANS. NUMBER (41)	ARREST DATE (42)	TYPE OF ARREST (43)
1-4	5	6	7-8	9-12	13-16	17-25	26-37	38-39	40-51	52-59	60

MULTIPLE ARRESTEE SEGMENTS INDICATOR (44)	ARREST OFFENSE CODE (45)	<b>(46) OCCURS 2 TIMES</b>		AGE OR RANGE (47)	SEX (48)	RACE (49)	ETHNICITY (50)	RESIDENT STATUS (51)
61	62-64	ARRESTEE WAS ARMED WITH (46)	AUTOMATIC WEAPON INDICATOR	71-74	75	76	77	78
		65-66	67					

DISPOSI- TION OF ARRESTEE UNDER 18 (52)	CLEARANCE INDICATOR	<b>(6) OCCURS 10 TIMES</b>			<b>(12) OCCURS 3 TIMES **</b>		<b>(20) OCCURS 3 TIMES **</b>	
79	80	OFFENSE CODE #1 (6)	THRU	OFFENSE CODE #10 (6)	TYPE CRIMINAL ACTIVITY		SUSPECTED DRUG TYPE	
		81-83		108-110	111-113		114-116	

\*\* Note that Data Elements 12 and 20 apply only when a Segment Action Type S is submitted and the arrest offense is drug-related.